

Kalkaska County Board of Commissioners  
Regular Meeting Minutes  
October 12, 2016  
(UNAPPROVED)

Meeting called to order by Vice-Chair Fisher at 6:01 PM, Commissioner Chambers, Administration Building, 605 N Birch Street, Kalkaska, MI. Present Commissioners Michael Buchanan, Patty Cox, Kohn Fisher, Kevin Stein and County Clerk Deborah Hill. Absent Commissioners Craig Crambell, Alan Hart and Stuart McKinnon. Pledge of Allegiance by all. Invocation by Commissioner Cox.

**Call for Conflict:** None

**Approval of Agenda:**

**Motion** by Buchanan to approve Agenda with addition of Budget Amendments ending with #0086. Supported by Cox. 4 yeas. 0 nays. 3 absent. **Carried.**

**Approval of Minutes:**

**Motion** by Buchanan to approve Regular Meeting Minutes of 9-14-2016. Supported by Stein. 4 yeas. 0 nays. 3 absent. **Carried.**

**Motion** by Cox to approve Closed Session Minutes of 9-14-2016. Supported by Buchanan. 4 yeas. 0 nays. 3 absent. **Carried.**

**Motion** by Cox to approve Special Meeting Minutes/Budget Workshop of 9-19-2016. Supported by Buchanan. 4 yeas. 0 nays. 3 absent. **Carried.**

**Motion** by Stein to approve Special Meeting Minutes/Budget Workshop of 9-20-2016. Supported by Buchanan. 4 yeas. 0 nays. 3 absent. **Carried.**

**Motion** by Cox to approve Personnel Special Meeting Minutes of 9-21-2016. Supported by Buchanan. 4 yeas. 0 nays. 3 absent. **Carried.**

**Motion** by Stein to approve Special Meeting Minutes/Budget Workshop of 9-22-2016. Supported by Buchanan. 4 yeas. 0 nays. 3 absent. **Carried.**

**Motion** by Stein to approve Special Meeting Minutes of 9-23-2016. Supported by Cox. Discussion. 4 yeas. 0 nays. 3 absent. **Carried.**

**Motion** by Cox to approve Special Meeting Minutes/Budget Workshop of 9-23-2016. Supported by Buchanan. 4 yeas. 0 nays. 3 absent. **Carried.**

**Motion** by Cox to approve Special Meeting Minutes of 10-3-2016. Supported by Stein. 4 yeas. 0 nays. 3 absent. **Carried.**

**Motion** by Cox to approve Committee Meeting Minutes of 10-5-2016 with corrections as noted on page 2, 3 & 4. Supported by Buchanan. 4 yeas. 0 nays. 3 absent. **Carried.**

**Motion** by Cox to approve Personnel Committee Special Meeting Minutes of 10-6-2016. Supported by Buchanan. 4 yeas. 0 nays. 3 absent. **Carried.**

**Public Input:** None

**Appointments:**

Sheriff Pat Whiteford: Whiteford addressed Board, noted report #9-2016 (copy filed with Clerk); vehicle request for 2017 budget to be reviewed at Finance; noted Animal Welfare Grant will not be available this year; noted IT to be discussed with Empiric under appointments; advised SunTel to provide proposed service agreement (to review at next meeting, 10-19-16); discussion regarding medical marijuana changes and effects on county and/or township ordinances.

MERS, Representative Tony Radjenovich: Radjenovich addressed the Board noting actuarial report for county to be 80% funded (copy filed with Clerk). Discussion regarding payment options; annual evaluation; predictions for investments and criteria used for all divisions/plans. Discussion regarding 5 year options and phase-in payments to decrease unfunded liability. Radjenovich noted the 'census data' report from MERS (Board noted request for next Budget Workshop). Consensus of Board to review and propose a schedule at next Budget Workshop for payments, prepare a Motion and advise MERS in writing.

Empiric Solutions, Eric Seeley and Ed Martin: (Seeley by telephone and Martin present) Vice-Chair Fisher noted concerns across county departments with IT service and access. Seeley noted 3 components of issue including exchange server, court changes and active directory exchange; communication with Microsoft confirmed Empiric diagnostics with file corruption; Seeley noted servers have been re-built over the past week, noted some emails/folders were not retrievable; discussion, Martin to prepare a list of data not available. Consensus Clerk to email all employees to advise that IT issues have been resolved and to notify Empiric immediately if anything is still of concern. Discussion regarding township requests to join county IT with Empiric and concern that added services could cause further problems; consensus to review for security measures, to review at committee.

Vice-Chair Fisher called for recess at 7:46 PM. Reconvened at 7:53 PM.

**Committee Appointments:** None

**Budget/Bills:**

Accountant Hervey noted added Budget Amendments (0063 through 0086) since the review at Finance Meeting of 11-2-2016, to eliminate overages (retirement debits and COA expenses with DPW services to still be reviewed). Discussion regarding the unfunded liability of MERS and consideration for increased contribution. Hervey recommended a 5 year plan to set aside funds to build to 80%; to have another Budget Workshop when Equalization expense is determined along with salaries and non-union wages; to expense sick pay against the proper accounts. **Motion** by Cox to approve Budget Amendments 2016-0050 through 0086 with changes noted on #0052 & #0055, #0085 voided. Supported by Buchanan. Roll call vote: Cox, yes; Buchanan, yes; Stein, yes; Fisher, yes. Absent Crambell, Hart and McKinnon. 4 yeas. 0 nays. 3 absent. **Carried**. Discussion regarding audit of water bills; review use of Tax Revolving fund for Log Lake expenses (Hervey noted Log Lake over budget); review transfer of funds to Raymond James account for retiree health care (Hervey to discuss with Treasurer and provide Resolution if needed).

Vice-Chair called for review of proposed bills. **Motion** by Stein to approve Post Approved Bills of \$1,631,460.79; General Fund Bills of \$98,572.18; Payroll #18 of \$174,267.05; Payroll #19 of \$171,776.18 and Commissioners Per Diem (\$1,675.00) and Salary (\$3,200.00) of \$4,875.00. Supported by Buchanan. Roll call vote: Stein, yes; Buchanan, yes; Cox, yes; Fisher, yes; absent Crambell, Hart and McKinnon. 4 yeas. 0 nays. 3 absent. **Carried.**

#### **Unfinished Business:**

Vice-Chair Fisher called for review of Equalization Director Vacancy. Discussion, Polly Cairns present and noted her review of Equalization Budget and contractual preference. Discussion. Consensus to set a Special meeting for 10-19-2016 at 6:00 PM to review and/or approve Equalization Director, SunTel telephone agreement, Log Lake Contract review, Resolution 2016-39 for COA position, approval of L 4029 Tax Rate Request and non-union pay scales.

#### **Committee Reports:**

DPW: Buchanan reported. **Motion** by Buchanan to approve Log Lake Caretaker Agreement with Ramsey as current. Supported by Stein. Roll call vote: Buchanan, yes; Stein, yes; Cox, yes; Fisher, yes; Crambell, Hart and McKinnon absent. 4 yeas. 0 nays. 3 absent. **Carried.** **Motion** by Buchanan to approve Astra Campground software for Log Lake Campground with review by counsel. Supported by Cox. Discussion regarding funding without current fund balance, return to committee. **Motion and support withdrawn.** **Motion** by Buchanan to apply for retail tax license for Log Lake Campground. Supported by Cox. 4 yeas. 0 nays. 3 absent. **Carried.** Discussion regarding campground contract benefits including unemployment. (Clerk to follow up with license) **Motion** by Buchanan for DPW Supervisor Bole to advertise for snow-plowing bids for county. Supported by Cox. 4 yeas. 0 nays. 3 absent. **Carried.**

County Affairs/IT: Fisher reported. **Motion** by Fisher to allow townships to interact with county Empiric services. Supported by Cox. Discussion. **Motion and support withdrawn.** **Motion** by Fisher for County to allow townships to interact with County IT Empiric services; Empiric to provide a proposal and contingent on investigation of assistance with townships and computer security through interaction with county internal technical operations, at no cost to the county. Supported by Cox. 4 yeas. 0 nays. 3 absent. **Carried.**

Personnel: Cox reported. **Motion** by Cox to approve Resolution 2016-38 to lift the hiring freeze to fill a part-time Court Officer/Baliff position. Supported by Buchanan. Roll call vote: Cox, yes; Buchanan, yes; Stein, yes; Fisher, yes; Crambell, Hart and McKinnon absent. 4 yeas. 0 nays. 3 absent. **Carried.**

Finance: Stein reported. **Motion** by Stein to allow Sheriff to advertise for bids for used department cars. Supported by Buchanan. 4 yeas. 0 nays. 3 absent. **Carried.** **Motion** by Stein to send DHS proposal to counsel for review as determined by Prosecutor. Supported by Cox. 4 yeas. 0 nays. 3 absent. **Carried.** **Motion** by Stein to affirm the Chairs signature to grant requests letters for Veterans Affairs dated 9-27-2016 and 10-5-2016. Supported by Buchanan. 4 yeas. 0 nays. 3 absent. **Carried.** **Motion** by Stein for DPW to purchase a plow truck not to exceed \$36,000.00. Supported by Buchanan. Discussion, Bole to provide 3 quotes. Roll call vote: Stein, yes; Buchanan, yes; Cox, yes; Fisher, yes; Crambell, Hart and McKinnon absent. 4 yeas. 0 nays. 3

absent. **Carried. Motion** by Stein to decline the Data Exchange agreement requested by Great Lakes Energy. Supported by Buchanan. 4 yeas. 0 nays. 3 absent. **Carried.**

Health and Welfare: Stein reported. **Motion** by Stein to adopt the proposed changes to the Commissioner on Aging Handbook as provided on the 10-3-2016 document and approved by the COA Advisory Board. Supported by Buchanan. Discussion. 4 yeas. 0 nays. 3 absent. **Carried.** **Motion** by Stein to approve Resolution 2016-39 for COA Program Coordinator from part-time to full time. Supported by Cox. Discussion, discussion regarding budget changes. **Motion and support withdrawn.**

Judiciary/Public Safety: Stein reported Emergency Services Director Thompson was present and reported on status of Hazard Mitigation Plan, no action items.

**Sub-Committee Reports:** No reports.

**Correspondence and Resolutions:**

Vice-Chair Fisher noted:

Zoning Administrators report

Rehmann (auditor) proposal pending

2016 Tax Rate Request L4029

**Motion** by Cox to accept proposed L4029 2016 Tax Rate Request as proposed by Equalization Director Englebrecht, with review of questions to be verified at the Truth and Taxation Hearing. Supported by Buchanan. Discussion, question regarding millage dates, columns #3 and #12. 4 yeas. 0 nays. 3 absent. **Carried.** (Clerk to verify information with Englebrecht before the hearing.)

**New Business:**

Vice-Chair Fisher called for review of denial of Schmidt FOIA appeal. Clerk Hill advised Board of two FOIA requests by Schmidt; records provided, denial, that the matter was reviewed with counsel, requestor's ineligibility and proposed denial letters. **Motion** by Buchanan to uphold both denials of Schmidt FOIA requests and authorize the Chair to sign letters of denial as proposed. Supported by Cox. 4 yeas. 0 nays. 3 absent. **Carried.**

**Other Business:**

Vice-Chair Fisher advised the Board the County was notified of settlement with court case of Ramsey v Kimball and Kaskaska County.

**Public Input:** None

**Motion** by Buchanan to adjourn at 10:26 PM. Supported by Cox. 4 yeas. 0 nays. 3 absent. **Carried.**

Respectfully submitted:

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Deborah Hill, Kalkaska County Clerk and  
Board of Commissioners

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Kohn Fisher, Vice-Chair of  
Kalkaska County Board of Commissioners

These minutes are not official until they are approved at the next Regular Board of Commissioners meeting.